



- 1 - Sign into DyKnow and click the **Start Session** link for your class
- 2 - Browse for any prepared notes.
- 3 - Check whether you will monitor your students or not.
- 4 - Click OK.
- 5 - To bring in a blank panel, click the 'APPEND BLANK PANEL' button (blank piece of paper with a green plus sign on it) located below the green navigation arrows.
- 6 - If you have prepared panels, bring in your first prepared panel by clicking on the 'APPEND NEXT PREPARED PANEL' button (piece of paper with lines and a green plus sign on it) located below the 'append blank panel' button. Continue to use this button when bringing in prepared panels.
- 7 - Reference the VIEW menu when trying to open windows like the Filmstrip Viewer, Replay, Participant Status, and Chat windows.
- 8 - Reference the SESSION menu when trying to use features like Polling, Panel Management (collecting and receiving panels), and Participant Control.
- 9 - To end your session, go to SESSION > END SESSION.
- 10 - To stop Monitor, go to MONITOR > STOP MONITORING.
- 11 - Either repeat the process for the next class or go to FILE > SIGN OFF to exit DyKnow.